

9 NOV 82

MEMORANDUM FOR: Chairman, CIA Cafeteria Committee
FROM:
Chief, Building Planning Staff, OL
SUBJECT: Food Service Expansion

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1. Construction of a major new building at Headquarters will require an expansion of food service facilities to accommodate the increased population. Additional space has been included in the planning to account for this need.

2. It is requested that the Cafeteria Committee assist this Staff by providing guidance on the types and quantities of services desired in the expanded food service facilities. The preliminary guidance should address the type of service, e.g., cafeteria, fast food, catered, buffet, and the number of employees to be serviced by each. A preliminary response is requested by the end of this calendar year.

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